

**DELAWARE PROFESSIONAL STANDARDS BOARD  
PROFESSIONAL DEVELOPMENT AND ASSOCIATED  
COMPENSATION SUB-COMMITTEE**

The Townsend Building  
401 Federal Street, Suite 2  
Dover, Delaware 19901

The Department of Education  
The Cabinet Room

**MINUTES**

October 30, 2013  
3:30 P.M.

Attendees: Jo Ann Reynolds, Diane Albanese, Deb Stevens, Susan Williams, Donna Lee Mitchell.

Absent: Stephanie Dewitt, Stephanie Smith, Joanne Christian, Maria Degnats, Paula Fontello, Chris Kenton, Deb Hansen, Lori Hudson, Susan Bunting, Jon Neubauer, Donna Johnson, Shana Young, Tina Whittington, James Comegys, Sterling Seemans.

**Opening**

The meeting was called to order. With a motion, second and unanimous vote of the committee, the agenda was approved and then the minutes from the September 25, 2013 meeting were approved. The meeting was then turned over to the executive director of the PSB to present the items for discussion.

**Mission and Objective of the Committee**

The committee reviewed the current mission and objectives of the Professional Development and Associated Compensation Committee. There was a great deal of discussion around the previous tasks and accomplishments of this committee, specifically the Approval of Professional Development Clusters. It was agreed that the committee would recommend to the PSB a revision of the mission and objectives to better align to the current work and professional development systems that exist in the schools.

**Executive Director's Update on PSB work**

The Executive Director updated the committee on the current regulations amendments, which included 1510 – Issuance of Initial License, 1503 – Educator Mentoring, 1517 – ParaEducator Permit, and 1590- Professional Standards (Currently Administrative Standards). The committee then reviewed the Professional Development Standards adopted by the PSB in 2012. These standards, as endorsed by Learning Forward (formerly National Staff Development Council) include: Learning Communities; Leadership; Resources; Data; Learning Designs; Implementation; Outcomes.

**Professional Development for Compensation**

Professional Learning Community Clock Hours required for License Renewal was discussed by the committee. It was shared with the group that the 90 clock hours that are currently required in Delaware are among the lowest requirements in the nation. In an analysis

conducted in 2012, the PSB learned that most states, especially those in the mid-Atlantic region, required between 150-350 clock hours. More importantly, many of the states also required that educators demonstrate identified benchmarks within or in place of clock hours. For example, data literacy is an expectation for license/certification renewal in 16 states. This expectation is the only Data Assurance Delaware is unable to demonstrate in the annual evaluation by Data Quality Campaign.

**The following recommendations to PSB were agreed upon by the committee:**

- Revise the mission/objective of the PDAC Committee
- Investigate what other states are doing and how with regard to professional development requirements for license/certification renewal and/or compensation
- Investigate opportunities for compensation – Other than fiscal
- Inventory schools and their implementation currently and proposed of Professional Learning Communities. Are they holding PLCs? For Whom and how long? Do the LEAs currently award clock hours for PLC time and if so, what?
- Pursue using Professional Development Management System (PDMS) statewide; current data analysis is invalid since not all schools are using the system.
- Analyze the current professional development (clock hours) of our educators.
- Review the Audit of Professional Development Policies conducted in 2008 and address the recommendations and rationale
- Communicate with the DOE on professional development compensation as it aligns to any proposed salary compensation reform

The committee determined that a Doodle survey was likely the best means to establish a meeting date moving forward and the committee would be surveyed to select a day of the month for ongoing meetings.

The meeting was adjourned.